

**Boca Raton Airport Authority  
Meeting Minutes  
September 26, 2018  
Boca Raton City Hall – Council Chambers**

Chair Mitchell Fogel called the meeting to order at 6:00 P.M.

**BOARD MEMBERS**

Mitchell Fogel	Chair
Melvin Pollack	Vice-Chair
Randy Nobles	Secretary/Treasurer
Cheryl Budd	Board Member
Gene Folden	Board Member
James R. Nau	Board Member
Bob Tucker	Board Member

**COUNSEL**

Amy Petrick, Esquire – Lewis Longman Walker

**STAFF**

Clara Bennett, Executive Director  
Scott Kohut, Deputy Director  
Ariadna Camilo, Finance and Administration Manager  
Travis Bryan, Operations Manager  
Christine Landers, Business Manager  
Robert Abbott, Operations Coordinator  
William Urbanek, Operations Coordinator

The meeting was televised live and videotaped for broadcast at a later date. The meeting was also streamed live to the Boca Raton Airport Authority Website, [www.bocaairport.com](http://www.bocaairport.com) and aired on the radio at 1650 AM.

**APPROVAL OF MINUTES**

**A MOTION to approve the minutes of the August 15, 2018 Regular Meeting was made by Mr. Nobles and seconded by Mr. Pollack. The Motion was carried unanimously.**

**AGENDA CHANGES**

There were no agenda changes.

**CONSENT AGENDA**

There were no items on the consent agenda.

## **FEDERAL, STATE AND MUNICIPAL INPUT**

There was no Federal, State or Municipal Input.

## **PUBLIC REQUESTS**

There were no public requests.

## **FINANCIAL REPORT**

Ms. Camilo presented the Financial Report for August 2018.

**A MOTION to approve the Financial Report for August 2018 was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.**

## **TENANT REPORTS AND REQUESTS**

Mr. Bryan presented a request from Atlantic Aviation for a special event to be held on their leasehold premises for Sky One Holdings, LLC d/b/a Privaira.

**A MOTION to approve Resolution No. 09-24-18 of the Boca Raton Airport Authority granting approval to Atlantic Aviation for their request to host a Special Event on their leasehold premises for Sky One Holdings, LLC d/b/a Privaira to be held on October 5, 2018 was made by Ms. Budd and seconded by Mr. Pollack. The Motion carried unanimously.**

## **EXECUTIVE DIRECTOR AND STAFF REPORTS**

Mr. Abbott presented the Noise Abatement/Operations Summary for the month of August 2018.

Mr. Urbanek provided an update on the Wildlife Hazard Management Plan Project.

A discussion ensued.

Ms. Camilo recommended certain proposed amendments to the Boca Raton Airport Authority Procurement Code.

**A MOTION to approve Resolution No. 09-25-18 of the Boca Raton Airport Authority amending the Boca Raton Airport Authority Procurement Code was made by Mr. Nau and seconded by Ms. Budd. The Motion carried unanimously.**

Ms. Bennett presented a Supplemental Joint Participation Agreement for Financial Project No. 437956-1-94-01 with the State of Florida Department of Transportation Airfield Pavement Rejuvenator and Taxiway Connector work at the Boca Raton Airport.

**A MOTION to approve Resolution No. 09-26-18 of the Boca Raton Airport Authority accepting the Supplemental Joint Participation Agreement with the State of Florida Department of Transportation for Airfield Pavement Rejuvenator and Taxiway Connector work at the Boca Raton Airport was made by Mr. Pollock and seconded by Mr. Nobles. The Motion carried unanimously.**

Ms. Bennett presented a Public Transportation Grant Agreement for Financial Project No. 437968-1-94-1 with the State of Florida Department of Transportation for Geographic Information System Implementation at the Boca Raton Airport.

**A MOTION to approve Resolution No. 09-27-18 of the Boca Raton Airport Authority accepting the Public Transportation Grant Agreement with the State of Florida Department of Transportation for Geographic Information System Implementation at the Boca Raton Airport was made by Mr. Folden and seconded by Mr. Pollack. The Motion carried unanimously.**

Ms. Bennett presented a Supplemental Joint Participation Agreement for Financial Project No. 441606-1-94-01 with the State of Florida Department of Transportation for the Air Traffic Control Tower Rehabilitation Phase 2 at the Boca Raton Airport.

**A MOTION to approve Resolution No. 09-28-18 of the Boca Raton Airport Authority accepting the Supplemental Joint Participation Agreement with the State of Florida Department of Transportation for Air Traffic Control Tower Rehabilitation Phase 2 at the Boca Raton Airport was made by Mr. Folden and seconded by Mr. Pollack. The Motion carried unanimously.**

Ms. Bennet presented a request for approval from the Board to accept Federal Aviation Administration AIP Supplemental Appropriations Grants, should it be offered, for the Taxiway Improvements project.

Ms. Budd asked if giving the Airport Authority Director authority to do this has been done in the past. Ms. Bennett confirmed it has.

**A MOTION to grant Ms. Bennett authority to accept Federal Aviation Administration AIP Supplemental Grants on behalf of the Boca Raton Airport Authority Board was made by Ms. Budd and seconded by Mr. Nobles. The Motion carried unanimously.**

Ms. Bennett provided a status report on the FAA grant offer for the Taxiway Widening Project. Ms. Bennett explained that the grant offer was received at the beginning of the month and the deadline for acceptance occurred prior to the September Board meeting.

Ms. Petrick recommended a vote to ratify the decision to accept the grant.

**A MOTION to ratify the FAA Grant acceptance for additional funds for design costs associated with the Taxiway Project was made by Ms. Budd and seconded by Mr. Tucker. The Motion carried unanimously.**

**AUTHORITY MEMBERS REQUESTS AND REPORTS**

Ms. Budd reminded the Board that the Airport is celebrating its 70<sup>th</sup> Anniversary and the Management team is working on a coffee table book to commemorate the event.

Mr. Tucker applauded the decision to approve the special event being held at Privaira and the Mammovan event hosted by the Airport as positive community outreach opportunities.

Ms. Bennett added that the visit of the Boca Raton Regional Hospital Mammovan to the Airport will take place on October 13, 2018 and encouraged anyone needing screening to make an appointment.

**PUBLIC INPUT**

There was no public input.

**OTHER BUSINESS**

**MISCELLANEOUS**

The next regularly scheduled meeting is Wednesday, October 17, 2018 at 6:00 p.m. in the Boca Raton Council Chambers at City Hall.

**ADJOURNMENT**

Meeting adjourned at 6:55 p.m.

  
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Mitchell Fogel, Chair

10-17-18  
\_\_\_\_\_  
Date